

# Cumberland County Community Development Block Grant Program

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Planning Grant Program Application

2009

Applications Due -- 4:00 PM, Tuesday, February 3, 2009

**Cumberland County  
Community Development Office  
142 Federal Street, Suite 102  
Portland, Maine 04101  
Tel. 207- 699-1905  
Fax 207- 871- 8292**



## **Cumberland County Community Development Program**

### Application Timetable & Submission Requirements

1) Applications are due: 4:00PM, Tuesday, February 3, 2009

2) Eligible Applicants: Municipalities and Cumberland County are the only eligible applicants for this program. Non-profit service providers, businesses or other organizations/entities must apply through a municipality or the County.

3) Submission of applications:

- E-mail or fax applications **will be accepted** to meet the deadline - *applicants must submit printed copies by Friday, February 6, 2009, 4:00PM*

- 1 original and 9 copies must be mailed or delivered to:

Community Development Program  
Cumberland County – Executive Office  
142 Federal Street, Suite 102  
Portland, Maine 04101

- The 9 copies may be double-sided copies.

4) Presentation:

- No binders, covers or folders
- Minimum 12 point type.
- 8.5" X 11" paper
- At least 1" margins

5) Maximum length response to the three narrative questions is **3 pages**.

6) Application submission must include:

- Cover page
- Responses to the three narrative questions
- Budget page
- Demonstration of endorsement by elected officials

**CUMBERLAND COUNTY**  
**COMMUNITY DEVELOPMENT BLOCK GRANT - CDBG**  
**PLANNING GRANT PROGRAM APPLICATION – 2009**

Community(s) \_\_\_\_\_

\_\_\_\_\_

Contact Information: Name: \_\_\_\_\_; Tel. \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

E-mail: \_\_\_\_\_

Project Title: \_\_\_\_\_

Amount of CDBG funds requested \$ \_\_\_\_\_

Name of Authorized Official: \_\_\_\_\_

Signature of Authorized Official: \_\_\_\_\_

**CUMBERLAND COUNTY**  
**COMMUNITY DEVELOPMENT BLOCK GRANT**  
**PROGRAM APPLICATION – 2009**  
**COMMUNITY PLANNING GRANT APPLICATION**

Respond to the three narrative questions in a maximum of three pages.

1. Describe the community problem(s) or needs you wish to address with Community Planning Program funds.      40 points
  - Describe the scope, magnitude and severity of the problem
  - Describe past efforts, if any, to address the problem.
  - Does the problem have specific impacts on low/moderate income households or low/moderate income neighborhoods?
  - Why are CDBG funds critical to the planning activity's success?
  
- 2) What's the strategy to complete the planning project?      30 points
  - Describe the planning tasks to be undertaken
  - Outline the project's schedule
  - Are community partnerships established and engaged in the project?
  
- 3) Convey your community's readiness to proceed.      30 points
  - How has the project been conveyed to community residents?
  - Are matching funds available for the project?
  - Are staff and/or consultants available to complete the project

**Planning Grant Application --- Program Budget**

<b>Cost Category</b>	CDBG Funds	Municipal Funds	Other Funds	Total
Administration				
Equipment				
Materials/Supplies				
Operations				
Salaries				
Fringe				
Transportation				
Vehicles				
Consultants				
Space/Rent				
Other (List)				
1.				
2.				
3.				
<b>TOTAL COSTS</b>				